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| 3.00 credits | 7.5 h + 15.0 h | Q2 |
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| Teacher(s) | Brabant Stéphanie ;De Cock Sylvie ;Opello Katherine ; |
| Language : | English |
| Place of the course | Louvain-la-Neuve |
| Prerequisites | B2 level of listening and reading, B2 level of speaking (Common European Framework of Reference) |
| Main themes | <p>This course introduces the general principles of communication particularly the linguistic, sociolinguistic, pragmatic and cultural aspects of interaction. Special attention will be paid to specific characteristics of communication in the English-speaking world.</p> <p>The course discusses a number of techniques which should be implemented in oral communication activities specific to a company: participation in discussions, chairing meetings, (commercial) negotiations, telephone conversations, PR activities (e.g. trade fairs). The course also deals with oral communication in intercultural situations</p> <p>Exercises accompanying the course will allow students to simulate active participation in a variety of professional situations. The students are given individual and detailed feedback on these simulations</p> |
| Learning outcomes | <p>At the end of this learning unit, the student is able to :</p> <p>1 At the end of the course, students should be able to apply the general principles of communication in an English-speaking business environment and in a globalised world and they should at least have reached a B2+ oral level (Common European Framework of Reference) in English.</p> |
| Evaluation methods | <p>(1) Lectures: continuous assessment throughout the term (projects and active participation in the lectures), which accounts for 30% of the final mark for the course (project 1 = 12.5%, project 2 = 12.5%, active participation / preparations / self-reflection = 5%) and oral exam at the end of the term (during the June exam session), which accounts for 20% of the final mark for the course. Students who have to resit the exam (August-September session) need to redo the parts for which they didn't get 10/20 and hand in the self-reflection document.</p> <p>/!\ An unjustified absence for any evaluation activity connected with the lectures will result in an overall absence grade (A) for the course. The activity/ies for which the student had an unjustified absence will need to be retaken during the August-September session.</p> <p>(2) Tutorials: continuous assessment throughout the semester, which accounts for 50% of the final mark for the course. The marks for continuous evaluation are distributed as follows: Job fair 15%; Meetings 20%, Phone call 5%; Participation (active participation, prepping, vocabulary practice quizzes on Moodle, self-reflection) 10%. The two vocabulary quizzes are assessed on a pass/fail basis (instead of marks). Please note that a quiz is considered 'a pass' if students get at least 50% of the score for it.</p> <p>If a student's absence for any of the tutorial evaluation activities is fully justified, the student will have the possibility of retaking the activity at a later date during the semester. If a student's absence for any of the tutorial evaluation activities is not fully justified, the student will get a fail for the tutorials and have to take it in August, which may mean them having to find students to perform the activities with (most of them happen in a group).</p> <p>If the weighted average is less than 10/20 in January, students need to resit (during the August-September session) all the evaluation activities for which they obtained less than 10/20.</p> |
| Teaching methods | <p>Lectures and exercise sessions in small groups (e.g. simulations, vocabulary exercises).</p> <p>The lectures and exercise sessions are given face to face (or online via Teams or using dual mode teaching if face to face teaching is not possible in case of a health crisis for example).</p> |
| Content | <p>The course discusses a number of techniques which should be implemented in oral communication activities specific to a company: participation in discussions, (chairing) meetings, (commercial) negotiations, telephone conversations, PR activities (e.g. trade fairs). The course also deals with oral communication in intercultural situations</p> |
| Inline resources | Moodle |
| Bibliography | On Moodle |

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| Other infos | Part 2 (15 hours) of the course is given by the Institut des Langues Vivantes (ILV). |
| Faculty or entity in charge | ELAL |

| Programmes containing this learning unit (UE) | | | | |
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| Program title | Acronym | Credits | Prerequisite | Learning outcomes |
| Master [120] in Multilingual Communication | MULT2M | 3 | |  |
| Master [120] in Modern Languages and Literatures : German, Dutch and English | GERM2M | 3 | |  |
| Master [120] in Modern Languages and Literatures : General | ROGE2M | 3 | |  |